

**APPENDIX F – UNIFORM FEDERAL CERTIFICATION FORMS & CONTRACT PROVISIONS**  
**RFP/RFR TITLE HERE: MBTA TRANSIT ANALYSIS METHODOLOGY AND**  
**MITIGATION STRATEGIES**  
**COMMBUYS BID# XXX**

**I. OVERVIEW**

MassDOT is obligated to ensure that this procurement is compliant with all mandatory Federal certification forms and required contract provisions for to be eligible for federal aid. In order to meet these requirements, the Bidder must submit the Federal certification forms noted below with their bid documents and where appropriate, the Bidder must acknowledge their acceptance of the Federal contract provisions as specified under Section 3.1, Federal Certification Requirements.

**II. UNIFORM FEDERAL CERTIFICATION FORMS & CONTRACT PROVISIONS**

Bidders MUST submit a minimum of one complete set of bid document forms with all original signatures and seals, embossing, etc. Failure to submit the referenced documents in Section I below may result in your bid being declared nonresponsive.

**a. Government-Wide Debarment and Suspension Certification**

*Each Bidder MUST sign and submit with the bid, the Form F1 “Government-Wide Debarment and Suspension Certification” (regarding debarment, suspension, and other responsible matters), which states that the contractor is not currently engaged, or has been engaged, in behavior which threatens the integrity of federally assisted programs. This Form is available on COMMBUYS.*

**b. Certification and Restrictions of Lobbying**

*Each Bidder MUST sign and submit with the bid, the Form F2 “Certification and Restrictions of Lobbying.”* The Contractor, by signing the Certification of Restrictions on Lobbying contained herein, agrees to comply with the provisions of Section 1352, Title 31 of the U.S. Code, which prohibits the use of federal funds to lobby any official or employee of any federal agency, or member or employee of Congress; and to disclose any lobbying activities in connection with federal funds. This Form is available on COMMBUYS.

**c. DBE Submission**

*Each Bidders MUST provide adequate documentation on any subcontractors to demonstrate their good standing.* In addition, bidders are encouraged to subcontract with Disadvantaged Business Enterprises (DBEs). This RFP is subject to 49 CFR Part 26. Therefore, the Contractor is obligated to meet the requirements for DBE participation as set forth herein in item d. DBE Schedule of Participation below. These requirements are in addition to all other equal opportunity employment requirements of this Contract. MassDOT shall make all determinations with regard to whether or not a bidder is in compliance with the requirements stated herein. In assessing compliance, MassDOT may consider during its review of the bidder’s submission package, the bidder’s documented history of non-compliance with DBE requirements on previous contracts with MassDOT.

**i. DBE Schedule of Participation**

*Each Bidder MUST complete, sign and submit with the bid, the Form F3 “DBE Schedule of Participation.”* A list of those qualified DBEs with whom the bidder intends to contract for the performance of portions of the work under the Contract, the agreed price

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to be paid to each DBE for work, the Contract items or parts to be performed by each DBE, a proposed timetable for the performance or delivery of the Contract item, and other information as required by *Appendix F1 – Form F3 - DBE Schedule of Participation* document. No work shall be included in the Schedule that the bidder has reason to believe the listed DBE will subcontract, at any tier, to other than another DBE.

ii. **DBE Letter of Intent**

*Each Bidder **MUST** complete, sign and submit with the bid, the Form F4 “DBE Letter of Intent.”* An original **DBE Letter of Intent** (DBE Letter of Intent document, posted on COMMBUYS with this RFP) from each DBE listed in the DBE Schedule of Participation. Any subsequent changes and/or substitutions of DBE firms will require review and written approval by MassDOT.

**d. DBE Participation Goal**

All Federally funded procurements require a DBE Participation Goal. The DBE participation goal for this Contract is set at 14% (fourteen percent) of the total adjusted contract ceiling price. This goal represents those elements of work under this Contract performed by qualified Disadvantaged Business Enterprises for amounts totaling 14% of the total cost to the bidder. Failure to meet the stated goal at the time of proposal submission may render the bidder non-responsive in absence of acceptable Good Faith Efforts as outlined below.

**THERE ARE NO ADDITIONAL UNIFORM FEDERAL CERTIFICATION FORMS & CONTRACT PROVISIONS BEYOND WHAT IS STATED ABOVE AT THIS TIME**